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GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
DEPARTMENT FOR MEDICAID SERVICES
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JAMES W. HOLSINGER, JR., M.D.
SECRETARY

April 2, 2004

School Based Services
Letter # A - 3

Dear Provider:

The Department for Medicaid Services would like to clarify a few of the locations for electronic billing information needed to bill School Based Service claims using the Proprietary format. The attached bulletin informs submitters of the appropriate field locations of modifiers, the Employee ID and number of students on the Proprietary format for claims with dates of services prior to 10/16/03 and 10/15/03 and after.

The Health Insurance Portability and Accountability Act (HIPAA) require electronic billers to use HIPAA compliant electronic format to submit claims. The 837 Professional format is the HIPAA compliant electronic format that should be used to submit claims via vendor software or a clearinghouse. All submitters using the Proprietary format are strongly encouraged to implement system changes that will ultimately enable them to submit an 837 Professional file to Unisys.

The acceptance of the Proprietary electronic format will soon become obsolete, please inquire about changes today.

Should you have any questions, please contact Unisys' EDI Department at (800) 205-4696.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Fendley", written over a horizontal line.

Russ Fendley
Commissioner